

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



September 26, 2002

COUNTY FISCAL LETTER (CFL) NO. 02/03 - 30

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FINAL ALLOCATION FOR FISCAL YEAR (FY) 2002/03 COMMUNITY
CARE LICENSING (CCL) FOSTER FAMILY HOMES (FFH) AND FAMILY
CHILD CARE HOMES (FCCH)

The purpose of this letter is to provide counties with their FY 2002/03 CCL FFH and FCCH allocations. The Budget Act of 2002 has approved \$17,709,000 in total funds for Community Care Licensing.

Attachment I displays the distribution of the \$7,845,695 FFH State General Fund (SGF) allocation, Attachment II displays the \$508,145 FFH recruitment SGF allocation, and Attachment III displays the \$1,726,881 FCCH SGF and \$318,000 reimbursement funds from the California Department of Education (CDE) allocations.

Individual FFH and FCCH program information and allocation methodology is as follows:

FFH Licensing and FFH Recruitment

To compute the FFH SGF allocation distribution, the county's average monthly FFH caseload for December 2000 through November 2001 was divided by the workload standards of 90 facilities per month per full-time equivalent (FTE). This resulted in the number of justified staff required to license this category of facility. A worker to supervisor ratio of 6.35:1 was applied to the justified staffing level and the total staffing level was then multiplied by the individual county's FY 2000/01 actual Social Services Worker (SSW) unit cost plus a cost-of-doing-business increase of 2.42 percent to reflect the FY 2001/02 cost base. The planning allocation inadvertently used the unit cost from the November 2001 Governor's Budget, as opposed to the FY 2002/03 May revise. This final allocation has been recalculated based on this updated unit cost, and as a result the counties FFH allocations have changed.

For counties performing FFH licensing activities, individual county unit cost, caseload and federal usage rates were used to develop each county's allocation. An adjustment was made to guarantee counties a minimum allocation of \$5,000 (total funds).

FFH recruitment activities are reflected in the workload standard. For the counties that do not participate in the licensing program, recruitment only funds were developed and distributed based on each county's average number of cases in Family Reunification

and Permanent Placement for January 2000 through October 2001 and the number of children under 18 years of age using the most recent data from the U.S. Census Bureau.

Administrative costs, including staff development, are charged to Program Codes 155, 156 and 158 - Foster Family Licensing/Recruitment, on the County Expense Claim (CEC). Expenditures exceeding the SGF allocation will be transferred to county share using State Use Only (SUO) Code 192.

FCCH Licensing

To compute the FCCH SGF allocation distribution, the county's average monthly FCCH caseload for December 2000 through November 2001, was divided by the workload standard of 303 facilities per month per FTE. This resulted in the number of justified staff required to license this category of facility. A worker to supervisor ratio of 6.35:1 was applied to the justified staffing level and the total staffing level was then multiplied by the county's actual SSW unit cost plus a cost-of-doing business increase of 2.42 percent to reflect the FY 2002/03 cost base.

As in FY 2001/02, the California Department of Social Services has obtained additional federal grant funds via an interagency agreement with the CDE. These reimbursement funds are available for licensing staff to perform comprehensive facility evaluations. Comprehensive visit protocols for FCCH have been developed and released as part of the update to the CCL Evaluation Manual. The CDE funds were distributed to counties based on a percent to the statewide total of their average monthly FCCH caseload for the period of December 2000 through November 2001.

In addition to the CDE funds, \$85,438 SGF was made available to counties in order to fulfill the reporting requirements associated with Assembly Bill (AB) 685 (Chapter 679, Statutes of 2001), Serious Incident Reporting. AB 685 requires FCCH licenses to report any injury to a child requiring medical treatment, the death of any child, or any unusual incident of child absence that threatens the emotional health or safety of any child in the care of the licensee. This additional funding provides the necessary staff to process these serious incident reports.

Administrative costs, including staff development, are charged to Program Code 157 - Licensing-Family Day Care, on the CEC. SUO Codes 061 and 062 will be used to insure that 100 percent of the federal augmentation is expended before counties can access their SGF allocation. Expenditures exceeding the SGF allocation will be transferred to county share using SUO Code 153.

If you have any questions concerning this allocation, please contact your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

Original Document Signed By

DOUGLAS D. PARK, Chief
Financial Planning Branch

Attachments
c: CWDA

CCL - FOSTER FAMILY HOMES ALLOCATION

Attachment I

COUNTY	FY 2002/03
	STATE GENERAL FUND
ALAMEDA	\$400,891
ALPINE	\$0
AMADOR	\$0
BUTTE	\$36,037
CALAVERAS	\$0
COLUSA	\$0
CONTRA COSTA	\$411,978
DEL NORTE	\$23,699
EL DORADO	\$46,254
FRESNO	\$206,750
GLENN	\$6,299
HUMBOLDT	\$0
IMPERIAL	\$50,637
INYO	\$10,430
KERN	\$327,827
KINGS	\$30,786
LAKE	\$0
LASSEN	\$0
LOS ANGELES	\$0
MADERA	\$0
MARIN	\$71,960
MARIPOSA	\$13,565
MENDOCINO	\$113,442
MERCED	\$56,060
MODOC	\$0
MONO	\$0
MONTEREY	\$94,107
NAPA	\$60,632
NEVADA	\$0
ORANGE	\$730,695
PLACER	\$86,446
PLUMAS	\$0
RIVERSIDE	\$0
SACRAMENTO	\$546,721
SAN BENITO	\$2,964
SAN BERNARDINO	\$634,495
SAN DIEGO	\$1,403,511
SAN FRANCISCO	\$184,627
SAN JOAQUIN	\$217,895
SAN LUIS OBISPO	\$84,519
SAN MATEO	\$218,017
SANTA BARBARA	\$139,499
SANTA CLARA	\$583,048
SANTA CRUZ	\$147,630
SHASTA	\$107,474
SIERRA	\$0
SISKIYOU	\$0
SOLANO	\$120,958
SONOMA	\$146,522
STANISLAUS	\$109,163
SUTTER	\$35,676
TEHAMA	\$37,152
TRINITY	\$19,473
TULARE	\$92,260
TUOLUMNE	\$20,597
VENTURA	\$146,831
YOLO	\$46,978
YUBA	\$21,189
TOTAL	\$7,845,695

CCL - FOSTER FAMILY HOMES RECRUITMENT ALLOCATION

Attachment II

COUNTY	FY 2002/03 STATE GENERAL FUND
ALPINE	\$62
AMADOR	\$550
COLUSA	\$613
HUMBOLDT	\$3,939
LAKE	\$2,219
LASSEN	\$802
LOS ANGELES	\$439,041
MADERA	\$4,721
MODOC	\$396
MONO	\$184
NEVADA	\$1,569
PLUMAS	\$506
RIVERSIDE	\$53,544
TOTAL	\$508,145

CCL - 02/03 FAMILY CHILD CARE HOMES

COUNTY	FY 2002/03 STATE GENERAL FUND	CDE REIMBURSEMENT	TOTAL FY 2002/03 ALLOCATION
DEL NORTE	\$15,756	\$4,730	\$20,486
FRESNO	\$311,506	\$73,318	\$384,825
INYO	\$14,030	\$2,652	\$16,682
MARIN	\$90,782	\$18,419	\$109,201
MENDOCINO	\$57,992	\$11,252	\$69,244
SACRAMENTO	\$1,202,207	\$198,956	\$1,401,163
TEHAMA	\$34,608	\$8,672	\$43,280
TOTAL	\$1,726,881	\$318,000	\$2,044,881